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GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH

MINISTRY OF PLANNING

Statistics Division

NOTIFICATION

Dacca, the 18th November, 1978.

No. S.R.O. 301-L/78/4/DS(Conl)/Sts/76-208.—In exercise of the powers conferred by the proviso to article 133 of the Constitution of the People's Republic of Bangladesh, and in supersession of all rules made in this behalf, the President, after consultation with the Bangladesh Public Service Commission as required by clause (2) of article 140 of that Constitution, is pleased to make the following rules, namely:—

THE GAZETTED OFFICERS (STATISTICS DIVISION) RECRUITMENT RULES, 1978.

1. **Short title.**—These rules may be called the Gazetted Officers (Statistics Division) Recruitment Rules, 1978.

2. **Definitions.**—In these rules, unless there is anything repugnant in the subject or context,—

- (a) "appointing authority" means the Government and includes, in relation to any specified post or class of such posts, any officer authorised by the Government to make appointment to such post or class of posts;

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- (b) "Commission" means the Bangladesh Public Service Commission;
- (c) "Division" means the Statistics Division and includes the Bangladesh Bureau of Statistics and all Statistical organisations placed thereunder;
- (d) "probationer" means a person appointed on probation to a specified post;
- (e) "recognised university" means a university established by or under any law for the time being in force and includes any other university declared by the Government, after consultation with the Commission, to be a recognised university for the purposes of these rules;
- (f) "requisite qualification", in relation to a specified post, means the qualification prescribed in the Schedule in relation to that post;
- (g) "Schedule" means the Schedule annexed to these rules; and
- (h) "specified post" means a post specified in the Schedule.

3. **Procedure for recruitment.**—(1) Subject to the provisions of the Schedule and instructions relating to reservation for the purposes of clause (3) of article 29 of the Constitution, appointment to a specified post shall be made—

- (a) by direct recruitment; or
- (b) by promotion from amongst persons already holding specified posts; or
- (c) by transfer on deputation.

(2) No person shall be appointed to a specified post unless he has the requisite qualification and in the case of direct recruitment, he is also within the age limit laid down in the Schedule for that post:

Provided that there shall be no age limit for departmental candidates.

4. **Appointment by direct recruitment.**—(1) Except as otherwise provided in any law or regulation made under clause (2) of article 140 of the Constitution no appointment to a specified post by direct recruitment shall be made except upon the recommendation of the Commission.

(2) No person shall be eligible for appointment to specific post by direct recruitment, if he—

- (a) is not a citizen of Bangladesh;
- (b) is married to, or has entered into a promise of marriage with, a person who is not a citizen of Bangladesh.

(3) No appointment to a specified post by direct recruitment shall be made until—

- (a) the person selected for appointment is certified by a Medical Board set up for the purpose by the Government to be medically fit for such appointment and that he does not suffer from any such organic defect as is likely to interfere with the discharge of the duties of the specified post; and
- (b) the antecedents of the person so selected have been verified through appropriate agencies and found to be such as do not render him unfit for appointment in the service of the Republic.

(4) No person shall be recommended for appointment to a specified post unless—

- (a) he applied in such form, accompanied by such fee and before such date, as was notified by the Commission while inviting applications for the post; and
- (b) in the case of a person already in Government service or in the service of a local authority, he has applied through his official superior.

5. **Appointment by promotion or by transfer.**—(1) Appointment by promotion or by transfer to a specified post—

- (a) within same class of service shall be made on the recommendation of such Departmental Selection Board as the Government may constitute in this behalf; and
- (b) from lower class to a higher class shall be made on the recommendation of such Departmental Promotion Committee as the Government may constitute in this behalf and in consultation with the Commission.

(2) A person shall not be eligible for appointment by promotion to a specified post if he has not been confirmed in any post on the ground of unsatisfactory service records or of his failure to fulfil any other requirement for confirmation in that post.

6. **Probation.**—(1) Persons selected for appointment to a specified post, otherwise than by transfer on deputation, against a substantive vacancy shall be appointed on probation,—

- (a) in the case of direct recruitment, for a period of two years from the date of substantive appointment; and
- (b) in the case of promotion, for a period of one year from the date of such appointment:

Provided that the appointing authority may, for reasons to be recorded in writing, extend the period of probation by a period or periods so that the extended period does not exceed two years in the aggregate.

(2) Where, during the period of probation of a probationer, the appointing authority is of opinion that his conduct and work is unsatisfactory or that he is not likely to become efficient, it may, before the expiry of that period,—

- (a) in the case of direct recruitment, terminate his service; and
- (b) in the case of promotion, revert him to the post from which he was promoted.

(3) After the completion of the period of probation, including the extended period, if any, the appointing authority,—

- (a) if it is satisfied that the conduct and work of the probationer during the period of his probation has been satisfactory, shall, subject to the provisions of sub-rule (4), confirm him; and
- (b) if it is of opinion that the conduct and work of the probationer during that period was not satisfactory, may,—
 - (i) in the case of direct recruitment, terminate his service; and
 - (ii) in the case of promotion, revert him to the post from which he was promoted.

Explanation.—The period of probation of a probationer shall be deemed to have been extended until any order under this sub-rule has been made.

(4) A probationer shall not be confirmed in a specified post until he has passed such examination and training as the Government may, from time to time, direct.

SCHEDULE

Sl. No.	Name of the specified post.	Age limit for direct recruitment.	Method of recruitment.	Qualification and experience.
1	Director	Between 30 and 45 years.	<p>(i) 60% by promotion from amongst the Joint Directors;</p> <p>(ii) 20% by transfer on deputation; and</p> <p>(iii) 20% by direct recruitment.</p>	<p>(i) <i>For persons to be appointed by promotion:</i> At least 8 years' experience as Joint Director in the Division.</p> <p>(ii) <i>For persons to be appointed by direct recruitment or by transfer on deputation:</i> At least Second Class Master's degree from a recognised University in Statistics, Economics, Mathematics (with Economics or Statistics at degree level), Demography or Commerce with 10 years' experience in senior or supervisory capacity in independent economic and social research and in the planning and organising of statistical studies in economic or social surveys or computer management;</p> <p style="text-align: center;">OR</p> <p>Ph.D. degree from a recognised University in any of the subjects mentioned above with 6 years' experience in any of the abovementioned fields.</p> <p>Candidates should have reputable publications on Statistics, Economics, Demography, Trade or Computer Science to their credit and proved abilities of leadership.</p>

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2 Joint Director Between 29 and 45 years.

(i) 50% by promotion from amongst the Deputy Directors, Senior Systems Analysts and Senior Programmers;

(ii) 25% by transfer on deputation; and

(iii) 25% by direct recruitment

(i) For persons to be appointed by promotion:

At least 6 years' experience as Deputy Director, Senior Systems Analyst or Senior Programmer in the Division.

(ii) For persons to be appointed by direct recruitment or by transfer on deputation.

At least Second Class Master's degree from a recognised University in Statistics, Economics, Mathematics (with Economics or Statistics at degree level), Demography, Commerce or Physics with 8 years' experience in a senior or supervisory capacity in independent economic and social research and in the planning and organising of statistical studies and in economic or social studies, or data processing;

OR.

Ph.D. degree from a recognised University in any of the subjects mentioned above with 4 years' experience in any of the above-mentioned fields.

Candidates should have reputable publications on Statistics, Economics or Social studies or Computer Science to their credit.

3 Deputy Director Between 27 and 40 years.

(i) 50% by promotion from amongst the Statistical Officers, Research Officers, Survey Officers, Intelligence Officers and Assistant Directors;

(i) For persons to be appointed by promotion:
At least 5 years' experience as Statistical Officers, Research Officer, Survey Officer, Intelligence Officer or Assistant Director in the Division.

(ii) 25% by transfer on deputation; and

(ii) For persons to be appointed by direct recruitment or by transfer on deputation:

(iii) 25% by direct recruitment

Second Class Master's degree from a recognised University in Statistics, Economics, Mathematics (with Economics or Statistics at degree level), Commerce, Demography or Geography, with 6 years' experience in statistical work and in the planning and organising of statistical studies and in economic or social surveys or data processing;

OR

First Class Master's degree from a recognised University in any of the subjects mentioned above, with 4 years' experience in any of the abovementioned fields.

Candidates having Honours degree or publications or higher training will be given preference.

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4	Senior Systems Analyst.	Between 27 and 40 years.	<p>(i) 60% by promotion from amongst the Systems Analysts and Programmers; and</p> <p>(ii) 40% by direct recruitment</p>	<p>(i) <i>For persons to be appointed by promotion:</i> At least 5 years' experience as Systems Analyst or Programmer in the Division.</p> <p>(ii) <i>For persons to be appointed by direct recruitment:</i> At least Second Class Master's degree from a recognised University in Statistics, Economics, Mathematics (with Economics or Statistics at degree level), Commerce or Physics, with 6 years' experience in systems development, programming and systems generation and operation in scientific and commercial processing;</p>
OR				
5	Senior Programmer	Ditto	.. As in (i) and (ii) above	<p>First Class Master's degree from a recognised University in any of the subjects mentioned above with 4 years' experience in any of the abovementioned fields.</p> <p>Foreign or local training in systems development, programming and systems generation and operation will be given preference.</p>
			..	As in (i) and (ii) above.

6 Chief Publication Officer.

Between 27 and 40 years.

By promotion from amongst the Publication Officers and, if none is found suitable for promotion, by transfer on deputation or by direct recruitment.

(i) For persons to be appointed by promotion:

A. least 5 years' experience as Publication Officer in the Division.

(ii) For persons to be appointed by direct recruitment or by transfer on deputation:

At least Second Class Master's degree from a recognised University in Statistics, Economics or Commerce with 6 years' experience in the fields of statistical publication and preparation of statistical materials.

Candidates with Second Class Master's degree in any of the subjects mentioned above, with diploma in journalism and with 4 years' experience in the statistical publication and preparation of statistical materials, will be given preference.

7 Chief Technical Officer.

Between 27 and 40 years.

By promotion from amongst the Technical Officers and, if none is found suitable for promotion, by transfer on deputation or by direct recruitment.

(i) For persons to be appointed by promotion:

At least 5 years' experience as Technical Officer in the Division.

(ii) For persons to be appointed by direct recruitment or by transfer on deputation:

At least Bachelor's degree from a recognised University, preferably, in science and higher training in printing technology in the USA or UK with 8 years' experience in printing and publication fields;

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OR

At least Bachelor's degree from a recognised University, preferably in science and diploma in Graphic Arts or in higher Phototechnical reproduction, with 6 years' experience in printing and publication fields;

OR

Degree in Mechanical Engineering from a recognised university, with 6 years' experience in the field of printing.

3 Assistant Director Between 21 and (Administration). 30 years.

(i) 60% by promotion from amongst the Administrative Officers and Assistant Secretaries (National Statistical Council); and

(ii) For persons to be appointed by promotion :

At least 5 years' experience as Administrative Officer or Assistant Secretary (National Statistical Council) in the Division.

(ii) For persons to be appointed by direct recruitment or by transfer on deputation.

(ii) 40% by transfer on deputation or by direct recruitment.

At least Bachelor's degree from a recognised University, with 7 years' experience in administrative capacity.

- 9 Assistant Director (Common Services). Ditto .. As in (i) and (ii) above .. (i) For persons to be appointed by promotion: At least 5 years' experience as Administrative Officer or Assistant Secretary (National Statistical Council) in the Division.
- (ii) For persons to be appointed by direct recruitment or by transfer on deputation: At least Bachelor's degree from a recognised University, with 7 years' experience in management of vehicles, maintenance of statistical machineries and good knowledge of procurement of Government official equipment.
- 10 Assistant Director (Accounts). Between 21 and 30 years. (i) 60% by promotion from amongst the Assistant Accounts Officers; and (ii) 40% by transfer on deputation or by direct recruitment.
- (i) For persons to be appointed by promotion: At least 5 years' experience as Assistant Accounts Officer in the Division.
- (ii) For persons to be appointed by direct recruitment or by transfer on deputation: At least Bachelor's degree from a recognised University, with 7 years' experience in budgeting and accounting. Subordinate Accounts Service Personnel will be given preference.

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11 Statistical Officer Between 21 and 30 years.

(i) 40% by promotion from amongst the Assistant Statistical Officers, Assistant Statisticians, Assistant Survey Officers, Regional Survey Officers, Research Assistants and Assistant Intelligence Officers; and

(ii) 60% by direct recruitment.

(i) For persons to be appointed by promotion:

At least 5 years' experience as Assistant Statistical Officer, Assistant Statistician, Assistant Survey Officer, Regional Survey Officer, Assistant Intelligence Officer or Research Assistant in the Division.

(ii) For persons to be appointed by direct recruitment:

Second Class Master's degree from a recognised University in Statistics, Economics, Mathematics (with Economics or Statistics at Degree level), Commerce, Demography, Sociology or Social Welfare (with Economics or Statistics at Degree level), with 2 years' experience in statistical survey work, research work or census operation;

OR

Master in Statistics from the Institute of Statistical Research and Training of the Dacca University equivalent to Second Class Master's Degree in Statistics, with 2 years' experience in statistical survey work, research work or census operation.

Experience is relaxable for candidates holding First Class Master's Degree or a good Honours degree in any of the subjects mentioned above.

12	Statistician] ..	Ditto	..	As in (i) and (ii) above	..	As in (i) and (ii) above.
13	Survey Officer ..	Ditto	..	Ditto	..	Ditto.
14	Research Officer	Ditto	..	Ditto	..	Ditto.
15	Intelligence Officer	Ditto	..	Ditto	..	Ditto.
16	Project Officer ..	Ditto	..	Ditto	..	Ditto.
17	Census Officer ..	Ditto	..	Ditto	..	Ditto.
18	Assistant Census Commissioner.	Ditto	..	Ditto	..	Ditto.

19 Systems Analyst Between 21 and 30 years.

(i) 40% by promotion from amongst the Assistant Systems Analyst and Assistant Programmers ; and

(ii) 60% by direct recruitment.

(i) For persons to be appointed by promotion—

At least 5 years' experience as Assistant Systems Analyst or Assistant Programmer in the Division.

(ii) For persons to be appointed by direct recruitment:

Second Class Master's degree from a recognised University in Statistics, Economics, Mathematics or Commerce with 2 years' experience in systems development, programming and systems generation and operation. Certificate from IBM on aptitude with training in COBOL and other languages will be given preference.

Experience is relaxable for First Class Master's degree holders in any of the subjects mentioned above.

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20	Programmer	Between 21 and 30 years.	<p>(i) 40% by promotion from amongst the Assistant Systems Analysts and Assistant Programmers ; and</p> <p>(ii) 60% by direct recruitment.</p>	As in (i) and (ii) above.
21	Technical Officer	Ditto.	<p>(i) 40% by promotion from amongst the Assistant Technical Officers ; and</p> <p>(ii) 60% by direct recruitment.</p>	<p>(i) For persons to be appointed by promotion ;</p> <p>At least 5 years' experience as Assistant Technical Officer in the Division.</p> <p>(ii) For persons to be appointed by direct recruitment ;</p> <p>At least Bachelor's degree from a recognised University, preferably in science with 6 years' experience in printing line ;</p>
OR				
<p>At least Bachelor's degree from a recognised University, preferably in science and diploma in Graphic Arts or in higher Phototechnical Reproduction with 4 years' experience in printing line.</p> <p>Candidates having foreign training in printing will be given preference.</p>				

22 Publication Officer Between 21 and 30 years.

(i) 40% by promotion from amongst the Assistant Publication Officers and

(i) *For persons to be appointed by promotion:*

At least 5 years' experience as Assistant Publication Officer in the Division.

(ii) 60% by direct recruitment.

(ii) *For persons to be appointed by direct recruitment:*

Second Class Master's degree from a recognised University in Statistics, Economics, Mathematics (with Economics or Statistics at degree level), or Commerce, with 2 years' experience in preparation of Statistical Publications and distribution;

OR

Second Class Master's degree from a recognised University in any of the subjects, mentioned above and diploma in Journalism with 1 year's experience in preparation of statistical materials and distribution; Or Second Class Master's degree in Journalism having Economics or Statistics at degree level, with 2 years' experience in statistical publications.

23 Librarian ... Between 21 and 30 years.

By promotion from amongst the Assistant Librarians and, if none is found suitable for promotion, by transfer on deputation or by direct recruitment.

(i) *For persons to be appointed by promotion;:*

At least 5 years' experience as Assistant Librarian in the Division.

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(ii) *For persons to be appointed by direct recruitment or by transfer on deputation :*

Bachelor's degree from a recognised University and diploma in Library Science with 5 years' experience in library work in a standard library or public library ;

OR

Second Class Master's degree from a recognised University in Library Science with 2 years' experience in library work in a standard library or public library.

24 Operation Officer Between 21 and 30 years.

(i) *For persons to be appointed by promotion :*

At least 5 years' experience as Assistant Operation Officer in the Division.

(ii) 60% by direct recruitment.

(ii) *For persons to be appointed by direct recruitment :*

At least Second Class Master's degree from a recognised University in Statistics, Economics, Mathematics or Commerce with 2 years' experience in machine processing of data ;

OR

Bachelor's degree and diploma in computer processing or machine processing of data, with 3 years' experience in the line.

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|----|-------------------------|--------------------------|---|--|
| 25 | Curtographer | Ditto | <p>(i) 40% by promotion from amongst the Assistant Cartographers ; and</p> <p>(ii) 60% by direct recruitment.</p> | <p>(i) For persons to be appointed by promotion:
At least 5 years' experience as Assistant Cartographer in the Division.</p> <p>(ii) For persons to be appointed by direct recruitment:
At least Second Class Master's degree from a recognised University in Geography, with 2 years' experience in map preparation in any agency.
Experience is relaxable in case of candidates having First Class Master's degree in Geography.</p> |
| 26 | Administrative Officer. | Between 25 and 35 years. | <p>(i) 80% by promotion from amongst the Ministerial Assistants, Head Assistants, Upper Division Assistants, Accountants and Personal Assistants ; and</p> <p>(ii) 20% by direct recruitment.</p> | <p>(i) For persons to be appointed by promotion:
At least 10 years' experience as Ministerial Assistant, Head Assistant, Upper Division Assistant, Accountant or Personal Assistant in the Division.</p> <p>(ii) For persons to be appointed by direct recruitment:
Bachelor's degree from a recognised University with 7 years' experience in administration and dealing with official rules and procedures.</p> |

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27 Assistant Statistical Officer. Between 20 and 27 years.

(i) For persons to be appointed by promotion;

At least 7 years' experience in an immediate lower post in the Division.

(ii) 40% by direct recruitment; (ii) For persons to be appointed by direct recruitment;

Second Class Master's degree from a recognised University in Statistics, Economics, Mathematics (with Economics or Statistics at degree level), Commerce, Demography, Sociology or Social Welfare (with Economics or Statistics at degree level);

OR]

Master in Statistics from the Institute of Statistical Research and Training of the Dacca University equivalent to Second Class Master's degree in Statistics.

Candidates having experience in Statistical work or in economic or social research and survey will be given preference.

28 Assistant Statistician.	Ditto	As in (i) and (ii) above	As in (i) and (ii) above.
29 Assistant Survey Officer.	Ditto	Ditto	Ditto.
30 Assistant Intelligence Officer.	Ditto	Ditto	Ditto.
31 Regional Survey Officer.	Ditto	Ditto	Ditto.
32 Research Assistant	Ditto	Ditto	Ditto.
33 Assistant Secretary (National Statistical Council).	Between 20 and 27 years.	By promotion from amongst the Personal Assistants, Section Assistants and Stenographers and, if none is found suitable for promotion, by transfer on deputation or by direct recruitment.	(i) For persons to be appointed by promotion: Bachelor's degree from a recognised University, with at least 7 years' experience as Personal Assistant, Section Assistant or Stenographer in the Division.
			(ii) For persons to be appointed by direct recruitment or by transfer on deputation: Bachelor's degree with Economics or Statistics from a recognised University, with 5 years' experience in administration and correspondence work in any statistical and research organisation.

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34	Assistant Systems Analyst.	Between 20 and 27 years.	<p>(i) 60% by promotion from amongst the persons engaged in data conversion, data editing, etc.; and</p> <p>(ii) 40% by direct recruitment.</p>	<p>(i) <i>For persons to be appointed by promotion:</i> Bachelor's degree from a recognised University, with at least 7 years' experience in data conversion and data editing, etc. in the Division.</p> <p>(ii) <i>For persons to be appointed by direct recruitment:</i> Second Class Master's degree from a recognised University in Statistics, Economics, Mathematics or Commerce. Candidates having experience in statistical data processing or certificate from IBM on aptitude with training in COBOL and other languages will be given preference.</p>
35	Assistant Programmer.	Ditto	As in (i) and (ii) above	As in (i) and (ii) above.
36	Mechanical Maintenance and Transport Officer.	Ditto	By direct recruitment	<p>Diploma in Mechanical or Automobile Engineering, with 5 years' practical experience in maintenance of different types of calculating machines, printing machineries, etc., used for statistical work and in handling spare parts of jeeps, cars and other automobiles.</p> <p>Candidates having Bachelor's degree from a recognised University, with 3 years' practical experience in maintenance of different types:</p>

of calculating machines and printing machines used for statistical work and in handling spare parts of jeeps, cars and other automobiles will be given preference.

- (i) *For persons to be appointed by promotion:*
At least 7 years' experience as Accountant in the Division.
- (ii) *For persons to be appointed by direct recruitment or by transfer on deputation:*
Bachelor's degree from a recognised University, preferably in Commerce, with 5 years' experience in accounts work.

- (i) *For persons to be appointed by promotion:*
At least 7 years' experience of working in the Publication Section in the Division.

- (ii) *For persons to be appointed by direct recruitment:*
Master's degree from a recognised University in Statistics, Economics, Mathematics or Commerce. Candidates having experience in publication work will be given preference;

OR

Bachelor's degree from a recognised University with 5 years' experience in publication work.

By promotion from amongst the Accountants and, if none is found suitable for promotion, by transfer on deputation or by direct recruitment.

Between 20 and 27 years.

37 Assistant Accounts Officer.

- (i) 40% by promotion from amongst the persons working in publication section; and

- (ii) 60% by direct recruitment.

Between 20 and 27 years.

38 Assistant Publication Officer.

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39	Assistant Technical Officer.	Between 20 and 27 years.	(i) 40% by promotion from amongst the Technical Operators, Plate Makers and Photographers; and (ii) 60% by direct recruitment	(i) For persons to be appointed by promotion: At least 7 years' experience as Technical Operator, Plate Maker or Photographer in the Division. (ii) For persons to be appointed by direct recruitment: Bachelor's degree, preferably, in Science from a recognised University, with 5 years' experience in printing line;
				OR
				Bachelor's degree, preferably, in Science from a recognised University and diploma in Graphic Arts, or Phototechnical Reproduction, with 3 years' experience in printing line;
				OR
				Diploma in Mechanical Engineering, with 5 years' experience in printing line.
40	Assistant Operation Officer.	Ditto	(i) 40% by promotion from amongst the Data Processing Assistants, Senior Verifier, Senior Operators and Computer Operators; and (ii) 60% by direct recruitment.	(i) For persons to be appointed by promotion: At least 5 years' experience as Data Processing Assistant, Senior Verifier or Senior Operator or Computer Operator in the Division. (ii) For persons to be appointed by direct recruitment: Master's degree from a recognised University in Statistics, Economics, Mathematics

or Commerce. Candidates having experience in data processing work will be given preference;

OR

Bachelor's degree from a recognised University and diploma in Computer Processing of Data, with 3 years' experience in data processing work.

(i) Master's degree in Library Science from a recognised University, with 2 years' experience in library work;

OR

(ii) Bachelor's degree from a recognised University with diploma in Library Science and 3 years' experience in library work.

(i) Master's degree in Geography from a recognised University. Candidates having experience in map preparation will be given preference;

OR

Bachelor's degree from a recognised University, with 5 years' experience in map preparation.

41 Assistant Librarian. Between 20 and 27 years. By direct recruitment

42 Assistant Cartographer. Between 20 and 27 years. By direct recruitment

By order of the President
A.K.M. GHULAM RABBANI
Secretary.